

Town of Upper Marlboro

14211 School Lane • Upper Marlboro, Maryland 20772

REGULAR TOWN MEETING

Tuesday, January 8, 2019 – 7:00 p.m.

AGENDA

Call to Order

- Roll Call
- Pledge of Allegiance
- Consent to the Agenda

Approval of Meeting Minutes & Financial Reports

- Approval of the December 11, 2018 Regular Town Meeting minutes
- Approval of the December 18, 2018 Work Session minutes
- Approval of the Treasurer's Report, as of December 31, 2018.

Reports

- Staff & Committee Reports
- Commissioner Leonard
- Commissioner Pennoyer
- President Turner

Business

- Ordinance 2018-10: Special Events (deferred consideration/Board approval)
- Door Knocking Campaign & Survey Results Overview
- Oath of Office/ Chief of Police
- General/Administration issues

Public Comment

Adjournment

*All meetings are subject to closure in accordance with the State Open Meetings Act—House Bill 217
See back of Agenda for Public Comment Procedures*

Wanda Leonard
Commissioner

Tonga Y. Turner
Commissioner/ President

Linda Pennoyer
Commissioner/ Treasurer

PUBLIC COMMENT PROCEDURES

Your Town government appreciates citizen input. So, in an effort to maximize effective resolutions on resident's issues, we encourage Town residents and businesses to contact us at Town Hall first, weekdays: 9 a.m.–5 p.m., or by written correspondence (or email to info@uppermarlboromd.gov). You are always welcome to schedule an appointment with the President or a Commissioner to discuss municipal problems and quality-of-life issues one-on-one, and work together towards a satisfactory solution.

Agendas for meetings are posted on our website and a synopsis of the monthly Town Meeting Agenda is also provided in the "On the Agenda" column of our monthly newsletter, the *Landings*. Outreach and notices of legislative items are also posted on the Town's social media accounts (Facebook & Twitter).

Our meetings are open to the public, and we ask that residents who want to comment to please follow the rules that have been established by "Resolution 2016-02: Adoption of Rules of Order and Regulations for Public Meetings" . . .

III. Citizen Input

A. At regular and special meetings, residents of the Town may have the opportunity to address the Board on any item on the agenda provided a resident is recognized and allowed to speak by the President. Recognized public comment and/or questions that are germane to the immediate agenda item shall be limited to (1) minute. Furthermore, each regular meeting shall also have an agenda item for citizen input regarding any municipal question, during which time any resident of the Town may address the Board for up to three (3) minutes on matters or items not necessarily placed on the agenda. Individuals not residing in the Town may speak at regular or special meetings under conditions specified by the Board. The President or the Board may uniformly change or adjust the time limitations for all speakers depending on the circumstances or provide additional time for experts or other officials.

B. Except in instances where the presiding officer expressly invites or allocates time for public testimony, questions, comments, or other forms of participation, or when public participation is otherwise authorized by law, no member of the public attending an open meeting session may actively participate in the session. Public comment by members of the public is not typically designed or intended for interactive dialogue between the Commission and the public, unless the presiding officer specifically allows it or the Commission elects to suspend its rules to allow such colloquy.

C. Speakers shall state their name for the record, and their address (**street name only**). Ordinarily, for each agenda item, including citizen input, speakers shall have one opportunity to speak and may not poll or ask questions of individual commissioners, staff or public officials. Otherwise, the Board shall determine the conduct of the public discussions on any issue and may set reasonable time limits for such.

D. Ordinarily, work sessions are open to public observation only and public participation is at the discretion of the Board. At work sessions, residents and non-residents may be allowed to speak on any municipal issue, but only under conditions specified by the Board.

Each individual speaker must stand, state their name and home of record (street name only) and approach the Board to a designated position in order to be recognized by the Chair of the Board, and to be heard by the recording Clerk, as well as others in attendance.

Town of Upper Marlboro

REGULAR TOWN MEETING

December 11, 2018

unApproved Minutes

Call to Order

The meeting was called to order at 7:00 p.m.

Roll Call: Tonga Turner, President of the Board of Town Commissioners;
Wanda Leonard, Commissioner; Linda Pennoyer, Commissioner/Treasurer

Staff present: M. David Williams, Town Clerk/Administrator; Kyle Snyder/Chief of Staff; William Morgan/Director of Finance; and, Michelle Knox/Chief operating Officer.

Also present: TUMHC Chair Patti Skews; Events Director Anita Washington; EC Chair Jeremy Gunnoe and various citizens and interested parties.

Pledge of Allegiance

Approval of Meeting Minutes & Financial Report

President Turner asked for consent to the Agenda. Approval was granted by all Commissioners present. The Town Meeting minutes from November 20, 2018, and the Work Session minutes from November 27, 2018 were acknowledged by the Board as reviewed. Commissioner Leonard motioned to approve both sets of minutes, Commissioner Pennoyer seconded. All minutes from November's Town Meeting and Work Session were unanimously approved.

Director of Finance Morgan delivered a report reflecting revenues and expenses at the 5-month benchmark into FY2019. He noted he has been actively pursuing delinquent Real Property taxes owed the Town, and, added that total expenses in all departments were under 50 percent of the approved FY19 Budget. He also noted a correction made to last month's Financial Report that slightly increased the total expenses reported under the "Celebrations/Events" line item of the report. He reminded attendees that requests for detailed information will be honored under the Freedom of Information Act. After discussion, Commissioner Pennoyer motioned to approve the Treasurer's Report, Commissioner Leonard seconded. The Treasurer's Report as of November 30, 2018 was unanimously approved.

The President explained the recent circumstances that have necessitated the Board to restructure some procedural steps for public comment at Board meetings. CoS Snyder then reviewed Public Comment procedures outlined in Resolution 2016-02 Adoption of Rules of Order, plus, a new sign-up sheet for citizens who know ahead of time the topics they wish the Board to address.

Reports

Staff/Committees: TUMHC Chair Skews reported that they had no events planned for December, adding that they held their last Quarterly meeting on November 17th. The President noted the Town is working to obtain a \$600K Bond Bill for the Old Stone Building, which will be before the County Council for a vote in January, and then up for approval by the General Assembly in March or April.

Events Committee Chair Gunnoe reviewed details of their plans and activities for the Town Hall-iday Party this coming weekend. He noted there will be a Game Night on February 9th, and a Poetry Slam on April 13th. He said the revival of the Marlborough Day Festival is planned for May 18, 2019, and that a previously planned Movie Night that was rained-out last September will be held sometime next June.

Commissioner Leonard: Reported that she attended the MVFD meeting, noting they have members who still need to be certified in order to ride on the trucks. She said there were 14 members present at the last CERT meeting on December 8th, and, also noted the total number of certified instructors on the UM/CERT is now at 6 members. She added that a student journalist from the UMD who attended their last meeting, may be publishing an article in the PGC Sentinel about Emergency Preparedness. The new OEM coordinator Tiffany Harquist will attend the CERT meeting in January. She added she would be accompanying CoS Snyder to the HEPAC meeting in Annapolis on December 15th. Also, she noted the James H. Taylor Innovative Academy sub-committees are continuing their work on the proposed school.

Commissioner Pennoyer: Had no report at this time.

President Turner: Introduced and acknowledged new attendees in the room, then delivered updates on the following topics: 1.) The Town's Door-to-Door Campaign conducted throughout the Town on December 8th by the Board and Staff went very well. Cos Snyder then reviewed citizen feedback from survey questions to date; 2.) The Public Works Department has installed new "MDOT/ADA Compliant" street name signage throughout the Town; 3.) The SHA's Crain Monument Restoration Project is now complete; 4.) The Town held another successful Food Truck Friday Event on December 7th, looking into the permitting process with the County to consider a Food Truck Hub status.

Business

Ordinance 2018-09 Surplus Real Property (Board vote): CoS Snyder reviewed the history of 14212 School Lane stating it was the site of the old Town Water Tower that was razed in 2012, noting the 4,000 sq. ft. property is land-locked, not accessible from the street, and its estimated value is \$400. The President reviewed the details behind the creation of the ordinance, and then conducted a second reading. Commissioner Leonard made a motion to approve the Ordinance as presented, to which Commissioner Pennoyer seconded the motion. Approval was unanimous.

Ordinance 2018-10 Special Events: The President introduced the ordinance which will repeal old Ordinance 97-2. She noted the draft will be posted on the Town website for citizen input, and possibly voted on at the January Town Meeting.

A resident asked if the Ordinance would apply to emergency situations, to which the President said it only applied to planned recreational events. Another resident put forth a few edit suggestions for the Board to consider concerning Ordinance 2018-10.

Closure of Town Meeting

The President announced that the Board wished to briefly enter in to a Closed Session in order to bring Commissioner Pennoyer up-to-date on a certain confidential matter that was addressed at the November Work Session in which she was absent. The President asked for a motion to close the November Board Work Session under statutory authority to close session General Provisions Article §3-305(b)(8). Commissioner Pennoyer motioned to enter into closed session, Commissioner Leonard seconded. The motion was unanimously passed. The December 11, 2018 Town Meeting was closed to the public at 7:45 p.m. It was noted that Chief-of-Staff Snyder and Chief Operating Officer Michelle Knox will stay in attendance for the Closed Session. The Closed Session was adjourned at 7:53 p.m.

Re-opening of Town Meeting

The President reconvened the Regular Town Meeting at 7:54 p.m. The President stated the Board will now reopen the meeting to the public in accordance with the procedures found in the General Provisions Article 3-305(b) of the Maryland Code. The specific statutory authority to open the session is found in the General Provisions Art., Section 3-305, Subsection (b) Paragraph 8.

Business (continued)

Emergency Ordinance 2018-11 To Amend Vehicles and Traffic: The President explained the necessity of the ordinance that was originally scheduled to be passed at the November Board Work Session. It was noted that the Board lacked a quorum at the time, so the agenda line item was tabled until the next available meeting. The President then introduced the ordinance and asked for any comments from the Board. With no further comment, Commissioner Pennoyer motioned to approve Ordinance 2018-11 as presented, Commissioner Leonard seconded. Emergency Ordinance 2018-11 was unanimously passed.

General/Administration issues:

Public Comment

A concerned resident expressed displeasure with the time limits to be imposed on public comment, and asked, what other avenues there are to submit commentary? Also, felt there was no time to read and study proposed ordinances in time to formulate their comments/input, and asked, when is draft legislation actually posted online? The President replied that generally, with the exception of an emergency ordinance, proposed legislation is posted for public input about 30 days before a scheduled

passage date. CoS Snyder added that "Meeting Packets" are posted on the Town website, under the "Meetings and Agendas" tab at least the Friday before any meetings of the Board, if not sooner. Concerning the time limits for public comment, the President stated the Board is open to other suggestions, and acknowledged public input by email was acceptable, and should garner a response from Staff within 2 workdays. Finance Director Morgan replied to another question concerning a number adjustment in the Treasurer's Report. Additional questions concerned the new MDOT-compliant street name signs, the new crosswalk on Water Street, why Ordinance 2018-11 an emergency, the Red Light Camera project, an FY2018 Budget inquiry, and, the start date for the new Town Chief of Police.

Another resident had concerns about the new Treasurer Report's format, asking specifically about numbers forecasted in "Fines, Licenses & Permits". The President replied that these factors will be taken into account when the mid-year Budget Adjustments are calculated.

A resident of Church Street expressed concern about the Main Street building that was recently destroyed by arson, and asked if the Town could push for a timely repair, and also, keep an eye on the recently damaged Principal's House located on the Old Marlborough Elementary School site. The resident also offered up several suggestions that included: 1.) Post more of the President's prepared comments ahead of the Town Meetings; 2.) Use the order in which the public signs-up to comment, a way to manage time requirements; and, 3.) Post line-item Treasurer's Reports online every month. CoS Snyder responded by stating the Main Street fire is still under investigation by police and authorities, and, the Historic Preservation Commission is working with the County Office of Central Services on repairs.

COO Knox introduced a resident of Spring Branch Drive who was attending his first Town Meeting since living in Town the past 5 years. He said he felt more welcome in his community after being surveyed during the Door-to-Door Campaign held last weekend, when Ms. Knox invited him to attend.

A 7-year School Lane resident stated how impressed she was with recent improvements in Town and hopes the Town keeps moving forward. She said she hopes to see a community playground, as well as, sidewalks for School Lane and elsewhere. The President summarized the Town's plans and negotiations currently in progress for the installation of a playground on the Town Hall property, and the upgrade(s) to Town-owned streets and sidewalks.

The President acknowledged a Marlborough Towne resident for attending the meeting tonight. The resident pointed out ongoing issues concerning unbalanced lighting, stray cats, released individuals from the Department of Corrections, and the need for better businesses at the Villages of Marlborough Shopping Center.

Commissioner Leonard acknowledged another resident who is also in attendance as a result of the invitations extended during the Door-to-Door Event.

Adjournment

Commissioner Leonard made a motion to adjourn, Commissioner Pennoyer seconded the motion. With all in favor, the meeting was adjourned at 8:29 p.m.

Respectfully submitted,

M. David Williams
Town Clerk/Administrator

Town of Upper Marlboro

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Work Session Minutes

Tuesday, December 18, 2018 - 7:00 p.m.

unApproved

Call to Order

- Meeting was brought to order at 7:00 p.m.
- Roll Call – President Tonga Turner; Commissioner Wanda Leonard; Commissioner Linda Pennoyer; Town Clerk M. David Williams; Chief Operating Officer (COO) Michelle Knox; and Chief of Staff (CoS) Kyle Snyder.
- Pledge of Allegiance

Reports

Commissioner Leonard: Attended the HEPAC meeting in Annapolis w/CoS Snyder on December 15, 2018. HEPAC's Workshop Proposal "*How to Assemble a CERT Program*", to be considered for approval as a "Snap Session" Workshop at the 2019 MML Summer Conference, is still in the running to be selected by the Conference Planning Committee next month.

Commissioner Pennoyer: Reported that she delivered an overview of the Town (past & present) to the United Communities Coalition at the last Fox Chase HOA meeting.

President Turner: The Board attended the ribbon-cutting ceremony on December 15, 2018, for the newly renovated Rulz's Fitness Center located at 14324 Old Marlboro Pike. CoS Snyder added that the Town Offices would be closed December 24-26, with Residential trash pick-up occurring on Monday, and Bulk & Yard Waste and Recycling being picked-up on Thursday as usual. The same schedule will apply to the New Year's Day week schedule, with the Town Hall Offices closing half-day on Monday New Year's Eve at 1:00 p.m. and remaining closed all-day Tuesday.

Business

Resolution 2018-06 Town Parking Meter Rates: The President reviewed the public input and Board discussion schedule, adding that the resolution will be up for a Board vote at the February Regular Town Meeting. She also noted that since its informal introduction and draft posting on November 20th, resident's suggestions have, and are still being, considered for the final draft. Recent citizen input will be integrated into the next draft, for discussion at the January meeting.

Ordinance 2018-10 Special Events: Suggested changes from citizen input were reviewed and discussed by the Board. Commissioner Pennoyer suggesting adding the State Highway Administration (SHA) Street Closure Permit Application and Checklist to the ordinance. The Board also discussed charging a \$100 late fee for applications submitted less than 30 days before the event date, authorizing Board discretion to waive said fee. The suggested edits will be prepared for the next draft to include the application and checklist, for discussion at the January meeting.

Surplus Equipment: An in-office Memo listing surplus equipment, that was prepared by the Public Works and Public Safety Department Heads, was reviewed by the Board. A 2012 Dodge Charger Police Vehicle, and a 2015 Wells Cargo Trailer (UltraLav) were both recommended for auction. Commissioner Pennoyer motioned to approve the recommendation to surplus said equipment through the auction process, Commissioner Leonard seconded. The motion was approved unanimously.

Customer Agreement/Gatso USA (Amendment No. 2): The President noted that this item had been previously been discussed by the Board in Closed Session at the November Work Session. CoS Snyder provided an overview of the agreement and its resulting effects on the Town's Parking Meter program, noting the agreement enables the Town to negotiate a new contract with CivicSmart and purchase the equipment already in the Town's possession at a discounted rate. No penalties will be levied should the Town or CivicSmart not enter into a new contract. It was

noted that the Town now plans to manage its own collections, and the vendor will manage only the backend of operations. The Board also discussed looking into multiple parking and traffic-monitoring vendors going forward. Commissioner Leonard motioned to approve the document as presented, with Commissioner Pennoyer seconding. The motion passed unanimously.

General/Administration issues: Items discussed included: 1.) Article submissions for the *Landings* Quarterly newsletter; 2.) Status of Committee Resolutions & Bylaws; 3.) Exit interview with Interim Chief Henderson yesterday, new Chief David Burse to start January 2, 2019.

Adjournment

Commissioner Leonard motioned to adjourn, Commissioner Pennoyer seconded. With all in favor, the meeting was adjourned at 7:58 p.m.

Respectfully submitted,

M. David Williams
Town Clerk/Administrator



Town of Upper Marlboro

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Town of Upper Marlboro Budget vs. Actuals Report July 1, 2018 – December 31, 2018

	Actual	Budget	Total Remaining	% of Budget
Revenue				
Fines, Licenses, Permits	\$49,337.27	\$897,600.00	\$848,262.73	5.50%
Grants	\$50,803.25	\$150,453.00	\$99,649.75	33.77%
Intergovernmental	\$20,012.31	\$50,925.00	\$30,912.69	39.30%
Other Revenue	\$124,424.82	\$265,315.00	\$140,890.18	46.90%
Taxes	\$214,431.07	\$474,658.00	\$260,226.93	45.18%
Total Revenue	\$459,008.72	\$1,838,951.00	\$1,379,942.28	24.96%
Expenses				
General Government	\$325,786.49	\$640,304.00	\$314,517.51	50.88%
Public Safety	\$101,432.43	\$739,686.00	\$638,253.57	13.71%
Public Works	\$173,368.38	\$458,961.00	\$285,592.62	37.77%
Total Expenses	\$600,587.30	\$1,838,951.00	\$1,238,363.70	32.66%

Committee Overview				
Historical Committee	\$0.00	\$1,500.00	\$1,500.00	0.00%
CERT Team	\$0.00	\$1,500.00	\$1,500.00	0.00%
Celebrations/Tricentennial	\$5,909.84	\$13,000.00	\$7,090.16	45.46%

Linda Pennoyer
Commissioner/ Treasurer

Tonga Y. Turner
Commissioner/ President

Wanda Leonard
Commissioner



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Monthly Narrative

This report does not highlight the monthly tax deposit by the State of Maryland. This deposit is processed at the end of each month when payments are completed, with an estimated credit of \$35,000 pending. Also, expenditures that make up this month's general government financials are due to required benefit payments.

With that being said, the Town of Upper Marlboro will look to make budget amendments to some sub accounts. This will allow the Town to **continue** its path for a strong and healthy fiscal year.

1. General Government
2. Budget Amendments
3. Mid-year Review

Town of Upper Marlboro Profit and Loss December 2018

	<u>Total</u>
Revenue	
Fines, Licenses, Permits	\$12,840.76
Intergovernmental	\$0.00
Other Revenue	\$2,492.85
Taxes	\$11,307.85
Total Revenue	\$26,641.46
Expenses	
General Government	\$77,858.41
Public Safety	\$6,249.34
Public Works	\$14,192.83
Total Expenses	\$98,300.58

Linda Pennoyer
Commissioner/ Treasurer

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Town of Upper Marlboro Balance Sheet As of January 2, 2019

	Total
Current Assets	
Bank Accounts	
Cash on Hand and in Banks	0.00
1000 PGFSB Operating Checking	72,039.66
1001 Petty Cash	400.00
1010 PGFSB Payroll Account	0.00
1040 M&T Checking	24,470.74
1060 Sona CD 7977	108,013.15
1063 Sona CD 1577	0.00
1068 SONA Bank CD 8641	266,397.33
1075 Sona CD 8153	168,487.14
1076 Sona Bank CD 1697	0.00
1077 Sona Bank CD 9681	0.00
1078 SONA CD 2705	0.00
1079 Sona Bank CD 9137	0.00
1084 SONABANK CD 5101	252,006.36
1117 Old Line Bank	100,639.52
1119 Community Bank of Tri-County	0.00
1120 Old LineBank/Washington Savings	0.00
1121 Arundel Federal Savings Bank	0.00
1122 Congressional Bank CD 5756	209,724.87
1123 Severn Savings Bank	0.00
1140 MLGIP	11,475.87
Total Cash on Hand and in Banks	\$1,213,654.64

Linda Pennoyer
Commissioner/ Treasurer

Tonga Y. Turner
Commissioner/ President

Wanda Leonard
Commissioner



Town of Upper Marlboro



2018 Door Knocking & Resident Feedback Survey Overview

December 2018



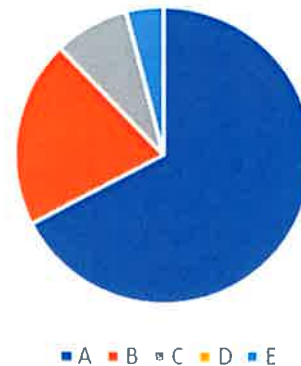
Overview:

On Saturday December 8th, 2018, Town Commissioners and Staff divided up into three teams to go door to door surveying all Town residents on their municipal services. In cases where no one answered the door, the team left a door hanger with a link to the Town website where they could take the survey online instead. This effort proved to be a success, providing Town Commissioners and Staff with valuable insight of resident's concern, as well as what they thought the Town government was doing correctly. Below is a breakdown of the overall grade of the Administration, which is overall an A.

What grade would you give the current Administration?

A	67.35%	33
B	20.41%	10
C	8.16%	4
D	0.00%	0
E	4.08%	2
TOTAL		49

Administration Grade



Residents were satisfied with Town services, with the majority, 67% of residents polled, providing the administration with an A grade. However, there were several issues brought up by residents, so this document lays out a plan on what steps the Town can take to mitigate these concerns.

Resident Feedback & Comments:

The next few pages contain a list of all responses on why the grade was given to the administration, and what improvements residents would like to see. Each response was placed under the most appropriate category. At the end of each category, there are Town action items that need to be taken by the respective Department heads to ensure the resident's concerns are acted upon. Please note that these responses have not been altered, and were copied directly out of the comments, so please excuse any grammatical errors.



General Government Operations

Regarding Town General Government, residents seemed content with the operations of the Town's Administrative functions. There were concerns regarding budgeting and planning, along with Town Staff continuity, and grant funding.

- “I worry about adversarial relationships with county and court leadership and hope the new county leadership will work with the town better. I am glad for the positive relationships being built at the state level, and hope that further funding is earmarked for the town through bonds and grants (and we absolutely need to show results worthy of the funding provided so that future requests are reviewed in a positive light).”
- “I worry as well about the town staff, as there has been a bit of turnover in the past year. I want them to be happy and successful in their jobs, so that they stay and there is continuity to our town operations. I am very happy with the staff interaction that I have had, and although they are busier than ever, they have always been able to help me.”
- “Lack of planning for budgetary spending and ad hoc events. A mission/plan should be prepared outlined and adhered to strictly, with spending set aside for emergencies.”
- “I like how there is more outreach to the local community and more events to bring us together.”
- “Too arrogant.”
- “Likes that the Town is making improvements and actually out in the community.”
- “These small moves make me have faith that our cute and historic town could become an upscale place like Waterford, Va or one of those other quaint places people love. A place we could be proud of.”
- “I support our public servants and trust all are working hard.”
- “Better publication of events and agenda. I pledge to be more proactive and involved in the community.”
- “Stay the course stop being arrogant.”
- “Keep up the good work.”
- “Continue focus on winning grants and showing that the money is going to good use for the community so that further grants may be received in the future.”

Town Action Items to Address these Issues:

- Continue to research and apply for grant funding which would benefit the Town
- Rehire quality employees to help stabilize the Town government and ensure continuity.
- Continue to overhaul Town financial procedures to ensure strategic spending
- Continue to work to improve relations with County officials and agencies.
- Continue to maximize community outreach and resident engagement through Social Media, website, and the *Landings* newsletter.
- Ensure that the agenda and meeting packets are posted on the Town website several days prior to meeting to allow residents time to review and prepare for Town meetings.



Public Works & Beautification

Residents noticed the ongoing beautification efforts that had been underway for the past several months and commented how much nicer and clean the Town looks. There were concerns of the need to repair existing sidewalks, and install additional ones.

- “The town is clean, better landscaped, and certainly presents a much better image than a year ago.”
- “New lighting LED lighting.”
- “The beautification makes it clear that Upper Marlboro doesn’t have to die.”
- “Been pleased by decorations and public safety awareness driving around.”
- “love the dog stations. doesn't like the "no parking" signs that are in the neighborhood (Marlborough Towne).”
- “more safety signs for children and speed signs.”
- “Would like to see Two Day Trash collection a week.”
- “More sidewalks.”
- “Speed bump, sidewalk, school ln.”
- “Glad someone picks up leaves.”
- “Cracked/Damaged sidewalks.”
- “Work with the county/state to lessen the flooding by curbing development in surrounding areas that affect us upstream.”

Town Action Items to Address these Issues:

- Continue to complete and plan beautification projects around Town.
- Work with Pepco to research LED street lighting upgrades.
- Work with SHA and County DPW&T to continue to upgrade and construct new sidewalks along non-Town roadways.
- Continue to replace aging street signs and install safety signs for roadways with children.
- Work with WSSC paving contractor to integrate speed bumps and sidewalks into the planned repaving projects they will be doing after their sewer line rehabilitation work around Town.
- Have Town Public Works crews survey all Town walkways and identify areas of concern, and work to mitigate any risks.
- Continue to work with DPW&T on their Western Branch floodplain project to reduce flooding.
- Work with Pepco, and research grant funding, to possibly upgrade Town street lights to LEDs.



Public Safety

Overall, residents felt safe within Town. However, concerns were raised of an incomplete Police Department and school bus stop safety program.

- “Your police dept shuts down at 11pm. Crime doesn’t stop. My neighborhood has been targeted several times. Just recently rims were stolen right out from of his house.”
- “feel safe walking around. love the area.”
- “concerned about the jail released individuals roaming the neighborhood.”
- “A better police department and hire a real chief.”
- “Move Obama Elementary School Bus stop from MD 725 to Spring Branch Drive.”

Town Action Items to Address these Issues:

-The Town has hired a new Chief who starts January 2nd and will be sworn in on January 8th at the January Town Meeting.

-The new Chief of Police will be rebuilding and growing the Department to maximize coverage and patrols over the coming months with high quality officers.

-The new Chief should coordinate with the County Department of Corrections regarding the release of inmates from the detention center.

-The Town will reach out to PGCPS regarding the relocation of the bus stop, however in the meantime, UMPD should ensure officers are stationed at bus stops during pick-up/drop off hours to enhance visibility and to slow drivers down.



Code Enforcement

The primary concern of residents was vacant and abandoned properties within Town. Several other issues such as some non-visible house numbers and pets were identified by staff as well.

- “the vacant properties in town, OMES foremost, but commercial properties as well.”
- “Paying attention to vacant properties.”
- Street Numbering and Address (Identified by Staff)
- Pet Licensing (Identified by Staff)

Town Action Items to Address these Issues:

-Code Enforcement Officer is working to identify and track all vacant properties in Town (both residential & commercial). This list of vacant properties will be shared with the Police Department on a regular basis to ensure these properties are secure and not being used by squatters. Code Officers will also work with property owners to ensure these vacant properties are kept in good repair and in compliance with Town Ordinances.

-Code Officer will research and recommend any Town legislation to expand the Town’s authority to monitor vacant properties.

-Code Officer will research and recommend any Town legislation regarding animals.

-Code Enforcement Officer should identify and cite any properties whose house numbers are not easily visible from the street using existing Town Ordinance covering this violation.



Events & Recreation

Overall, residents noticed and appreciated the increased number of different events, as well as recommending some new events

- “more events such as Halloween event.”
- “There are more community events (that we should attend).”
- “More employment and family social events free public events for children to stay out of trouble.”
- “Liked the Halloween event. upset about running out of candy.”
- “more summer fall activities.”
- “Take advantage of the waterway surrounding the town to make it more accessible for fishing and kayaking.”

Below are comments from residents on what events they would like to see happen:

What Events Would you like to See?

More outdoor activities; block parties, 5k races, events for singles, etc
Marlborough Day, Car Show
Marlboro Day, Haunted Tours, Historic House Tour/Event
Street Fair. Close Main Street for a Summer concert
More movies. Outdoor music. Public arts.
I like the food truck Friday events. I would also like to see more holiday themed events for families. (Fun kid activities).
anything exciting
events for the kids
Marlboro day

upper marlboro day
upper marlboro day come back... christmas tree is beautiful
Bring Marlboro Day back!
Events for people looking for employment
Not sure
More events. I really like the Halloween event on Main St.
not sure yet
More movies at the pond. Maybe a block party?
Nothing specific
Better policing.
Community service, meet n' greets

Have you attended any of the Town Events?

Yes 33.33% 21

No 66.67% 42

Town Action Items to Address these Issues:

-The Town will work to improve existing Town events using this feedback, and work to identify new events that would benefit the community including the Marlborough Day Festival.

-The Town submitted a Maryland Natural Resources Conservation Grant application to fund the design and construction of a Western Branch Nature Park area which would include a fishing pier, kayak pier, picnic area and bicycle rest stop near the Cahn Memorial off MD 725.

-Town will work to improve outreach to increase Town resident participation in Town events (postcards, *Landings* newsletter, Social media etc.).



Economic Development

Overall, residents expressed their desire to have more shops and restaurants in the Downtown area, and to have the burnt-out building on Main Street rebuilt.

- We need good incentives to get and keep good businesses downtown, and the residents/workers in the area to support them
- I know the administration wants downtown revitalization and new businesses, but I'll believe it when I see it. It doesn't seem like any progress is being made on that front. There's been a burned-up building just sitting there for two months and it doesn't seem like there's any new activity being done on Main Street.
- would like to see more healthy options.
- Unrealistic but I'd like to see the bail bondsmen gone and businesses in.
- Please get Main Street together. More shops more Condos and office space and less government and more private business.
- more eateries,
- Focus on keeping good businesses that we have and getting better businesses downtown.
- Make the downtown more small-town looking and inviting. Work to increase the type of businesses in downtown that are directed at the Townspeople. Make the town more walkable

Town Action Items to Address these Issues:

-Town will continue to work on creating a Request for Proposals to redevelop the Downtown Upper Marlboro area. This will include attracting a variety of new shops, eateries, and other businesses that will help make Downtown Upper Marlboro a desirable destination.

-The Town will continue to work with the Prince George's Chamber of Commerce (PGC/CoC) to stand up (open) an Upper Marlboro Branch of the CoC, to have a focused view on business development in Upper Marlboro. This new branch will provide Upper Marlboro businesses with a uniform voice and representation to promote business growth within the Town.

-The Town has seen two new businesses open up Downtown this year. It is also anticipating several new businesses opening, and existing businesses expanding, in the coming months.



Town Meeting Poll

During the Door Knocking, residents were also polled to see if they participated in Town Meetings, and if not, why. Overall, the majority of residents did not know when the meetings were held. Many did cite that they are too busy to attend but appreciated the meeting packets and additional information being posted online to keep them informed.

Do you know when the Town Hall meetings are?

Yes	36.51%	23
No	63.49%	40

If so, have you attended any?

Yes	26.79%	15
No	73.21%	41

Have you attended any Town Meetings?



■ Yes ■ No

Below are responses from residents as to why they do not attend Town Meetings:

Why don't you attend Town Meetings?

Work. I don't get home until very late.
Meeting times coincides with my work schedule
Meeting times
just hearing about them
Busy
busy
schedule
Don't know where they are
Transport
Timing
Scheduling
Work

Timing
no reason. not aware of location
personal time
Commute home and picking up child from daycare.
Scheduling
Scheduling
Don't know date or time
new to town
I've been too apathetic. Sorry...
Information publicized more broadly
Would like to watch them live

Town Action Items to Address these Issues:

- Continue to work to broadcast Town meetings over the Town access channel and online.
- Continue to post meeting agendas, packets, and minutes online. Also work to better publicize these features of the Town website and have residents sign up to receive alerts when a meeting packet/agenda is published.
- Continue to promote Town meeting dates and times.



Town Outreach Poll

A fair amount of Town residents follow the Town's website, however, even less follow the Town on its other social media outlets.

Are you signed up on the Town Website?

Yes 41.27% 26

No 58.73% 37

If so, have you signed up to receive Info & Emergency Alerts?

Yes 17.46% 11

No 82.54% 52

Did you know you can request Public Works services and Police House Checks?

Yes 35.48% 22

No 64.52% 40

Do you follow the Town on Social Media (Facebook, Twitter, Nextdoor)?

Yes 32.79% 20

No 67.21% 41

Town Action Items to Address these Issues:

- Continue to promote the Town's website and social media outlets to Town residents.
- Ensure all content is posted across all Town media outlets.
- Better promotion of the Town's website online services and capabilities to Town residents and visitors (online Public Works requests, online Police House Check requests. etc.).
- Continue to promote the Town's Emergency Alerts notification system on the Town website.

Town of Upper Marlboro

14211 School Lane • Upper Marlboro, Maryland 20772

QUALIFICATION OF POLICE OFFICER FOR THE TOWN OF UPPER MARLBORO

I, _____ do swear that I will support the Constitution of the United States; and that I will be faithful and bear true allegiance to the State of Maryland and support the Constitution and Laws thereof, and that I will to the best of my skill and judgment, diligently and faithfully without partiality or prejudice execute the Office of Police Chief for the Town of Upper Marlboro according to the Constitution and Laws of this State and the Laws of the Town of Upper Marlboro.

signature / Chief of Police

Subscribed to and sworn before me this _____ day of _____, 2019.

signature / President, Board of Town Commissioners

signature / Witness

Wanda Leonard
Commissioner

Tonga Y. Turner
Commissioner/ President

Linda Pennoyer
Commissioner/ Treasurer

PHONE: 301-627-6905 • FAX: 301-627-2080
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